

TVT PUBLIC HEARING POLICY

To ensure that the public is involved in transportation decisions and activities, Treasure Valley Transit shall inform the public and seek their input through preliminary scoping meetings, public information meetings, and public hearings. Public meetings and/or hearings shall be held to provide the public with the opportunity to receive information, discuss findings and proposed actions, and offer comments.

The project scope, intensity of interest, and level of impact determines the number, extent, and type of public involvement. The Executive Director, and/or delegated personnel shall determine the strategy for public involvement and the types of opportunities the public will have for submitting comments and information. The Executive Director may waive the public hearing when public awareness and support is apparent and non-controversial.

The following public hearing process primarily details fare rate changes and route restructure hearings. This process may be modified for other public hearings, to meet specific regulations and concerns. TVT shall follow a multi-faceted public involvement process that includes, but is not limited to, the following actions:

- Notices of public information meetings and public hearings shall be presented in a variety of formats, i.e., legal notices, newspaper and radio ads, invitation letters, etc., including translated material to ensure involvement by minorities when necessary.
- Meetings and hearings shall be conducted at an acceptable site located as near to the project as possible, and for a number of hours convenient for those affected by the proposed project. The format of the meetings and hearings shall be similar to an open house in that the public is invited to drop by any time during specified hours.
- Hearing information shall be presented in displays and printed brochures.
- When appropriate, TVT personnel and other partner agencies shall staff the information meetings/hearings and share project details with the public.

Transportation project materials shall be available through the TVT website for public viewing. Materials shall include, and not be limited to, maps, charts, graphs, photos or other visual elements of projects and press releases announcing any developments in projects. Materials shall also include information presented at public meetings and public hearings.

- A Hearing Officer shall be appointed to ensure that public opinion is solicited and the public's testimony receives proper recognition in any transportation project decision. Oral testimony, written statements, and other information from the public may be submitted to the Hearing Officer as part of the official testimony until the previously-announced closing date. Oral testimony may be tape recorded during the public hearing and later transcribed.
- Public input that is received before or after the official testimony period is added to the project file.
- Guidelines and strategies for public involvement shall be maintained in the Public Comment Policy along with the Media Handbook.
- If the project is **not** controversial and has public support, the project determination shall be approved by the appropriate management personnel.

Date: July 14, 2015

Terri Lindenberg, Executive Director